

**STATE OF ALABAMA  
REQUEST FOR PROPOSALS  
FOR  
IT SECURITY ASSESSMENT, CONSULTING AND INTEGRATION SERVICES**

**1. Purpose.** The Alabama Department of Finance, Information Services Division, solicits proposals from firms interested in providing information technology security assessment, consulting and integration services (see “**Scope of Services**”) to the Alabama Department of Finance. The procurement of the services that are the subject of this Request for Proposals (RFP) is not subject to the competitive bidding requirements of Section 41-16-20, Code of Alabama (1975). This RFP is issued in accordance with the requirements of Section 41-16-72, Ala. Code. This RFP is not an offer to contract but seeks the submission of proposals from interested professional service providers that may form the basis for negotiation of a professional service contract or contracts. *The Department of Finance reserves the right to reject any or all proposals and to solicit additional proposals if that is determined to be in the best interests of the State of Alabama.*

**2. Scope of Services.** As part of its initiative to provide a common information security strategy and vision for the State of Alabama, the Information Services Division (ISD), Department of Finance has the need to retain a qualified information security consultant to provide ongoing assessment, consulting and integration services. ISD has an immediate need to establish this relationship to ensure continuity of support for information security consulting services. Specific task areas under this project include but are not necessarily limited to:

- Risk Assessment using industry standards
- Security Policy development
- Security Standards development
- Enterprise Firewall architecture, product selection, deployment and management
- Enterprise Intrusion Detection System architecture, product selection, deployment and management to include host-based and network-based components
- Telephony security design and audit
- Enterprise remote-access VPN architecture, product selection, deployment and management
- Enterprise bulk-encryption architecture, product selection, deployment and management
- Wireless architecture, product selection, deployment and management
- Storage Area Network security
- Business Process Analysis
- Computer Emergency Response Team (CERT) design, deployment and support
- Health Insurance Portability and Accountability Act (HIPAA) technical compliance
- Extranet design and policy development
- Ongoing general security consulting as new industry trends evolve

**3. Qualifications.** Vendor must have extensive experience in the practice of IT security consulting, security assessments, managed security services, architecture design and integration services and policy development for State government information technology operations including voice and data telecommunications. The Vendor must provide a brief, general background description of the organization, including:

- its full company or corporate name, address of the headquarters office and the office to serve the STATE,
- how the business is organized (proprietorship, partnership, corporation, L.L.C.), parent or subsidiary corporations,
- the name, office address, and business telephone numbers of the principal officers of the organization,
- the year in which the Vendor was first organized to do business,
- the percentages and types of other services that Vendor provides; and,
- the organization's experience in providing IT security services as described above to entities similar in size to the STATE

Because of tightening budgets, and in order to ensure the highest likelihood of success and cost control to the STATE, the vendor must show demonstrated past performance in the areas of project management, and describe their project management methodology in detail.

**4. Experience.** Vendor must have at least five (5) years of experience in providing services outlined in "Scope of Services" to government and/or enterprise class entities similar in size to the STATE. Vendor must have at least two full-time, on-staff Certified Information Systems Security Professionals (or equivalent). Additional weighting in determining "best-value" for this award will be provided to vendors that have proven capabilities with multiple vendors' security hardware and software; vendor certifications are a plus. ***Significant*** additional best-value weighting will be allotted to bidders with proven past performance of similar services to those identified in **Scope of Services**.

**5. Fees.** Proposals must disclose and include any and all fees, costs or expenses to be charged for the services described in the **Scope of Services**, Section 2. Failure to provide a complete listing of all fees, costs and expenses to be charged may result in the disqualification of the professional service provider submitting the proposal.

**6. Submission of Proposals.** Proposals must be received in the Information Services Division, Suite 200, Folsom Administrative Building, 64 North Union Street, Montgomery, Alabama 36130, no later than 5:00 o'clock p. m., Central Standard (or daylight savings) Time, July 11, 2003.

**7. Selection of Professional Service Provider.** Upon review and evaluation of all proposals, the Director of Finance may select the professional service provider determined to best meet the needs of the Department of Finance. Upon selection of the preferred professional service provider, the Director of Finance may initiate negotiations

for contract terms and conditions, including fees. *All proposals received in response to this RFP may be rejected and the Department of Finance may solicit additional proposals.*

**8. Professional Services Contract with the Department of Finance.** The professional service provider selected to provide the services specified in this RFP must enter into a written contractual agreement with the Department of Finance, Information Services Division. The terms and conditions of such an agreement will be subject to review and approval by legal counsel for the department and the Legal Advisor to the Governor. The contract resulting from this solicitation shall be for a term of one (1) year with an option to renew for up to two 1-year renewals. The resulting contract will be renewable on an annual basis dependent upon funding.

**9. Standard Form Contracts.** Should a professional service provider desire to utilize a standard form contract in the provision of the services specified herein, it should include the standard form contract with its proposal. If any term or condition of its standard form contract is non-negotiable, such term or condition should be clearly identified. Non-negotiable terms or conditions determined to be unsatisfactory to the Department of Finance may result in the disqualification of the professional service provider submitting the proposal.

**10. Qualification to do Business in Alabama.** Should a foreign corporation be selected to provide professional services in accordance with this RFP, it must be qualified to transact business in the State of Alabama in accordance with Section 10-2B-15.01, et seq., Code of Alabama (1975), and possess a Certificate of Authority issued by the Secretary of State at the time a professional services contract is executed.

**11. Legislative Contract Review.** Any professional services contract resulting from this RFP is subject to review by the Contract Review Permanent Legislative Oversight Committee in accordance with Section 29-2-40, et seq., Code of Alabama (1975). All proposals must include the State of Alabama Disclosure Statement required by Act 2001-955. Disclosure statements may be downloaded from the following location: [http://www.ago.state.al.us/ag\\_items.cfm?Item=70](http://www.ago.state.al.us/ag_items.cfm?Item=70).

**12. Contact Information.** The Vendor must specify the name, title, office address, brief resume and business telephone number of those individuals responsible for the performance under the anticipated contract resulting from the RFP, including those individuals with primary day-to-day responsibility for the services contemplated herein, and specifying their relevant industry experience and location.